

FKA Tips for Giving Constructive Feedback

- Establish a positive learning climate before giving any feedback.
- Ensure positive items are covered first.
- Don't join positive comments to negative comments with BUT.
- If there are many negative points, give feedback on only a few critical ones.
- Comment on the action, not the person.
- Focus on actions that can be changed.
- Describe consequences.
- Be clear on improvements needed.
- Be succinct.
- Lead learners to self-correction.
- Promote self-awareness and self-sufficiency.
- Apply attending skills.
- Watch carefully for signs of discomfort and modify the feedback session accordingly.

